

Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

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2017 NOV -1 PM 3:22

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The original *Employee Pre-Travel Authorization* (Form RE-1), AND
- ☒ A copy of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

ACT - The App Association

Private Sponsor(s) (list all):

Travel date(s): September 20 - 23, 2017 (stayed through September 24 at employee expense)

Name of accompanying family member (if any): N/A

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input checked="" type="checkbox"/> Actual Amount	\$689.50 total \$521.26 airfare \$168.24 ground transport	\$711 (\$237 per night for three nights)	\$131.68	\$0

Expenses for Accompanying Spouse or Dependent Child (if applicable):

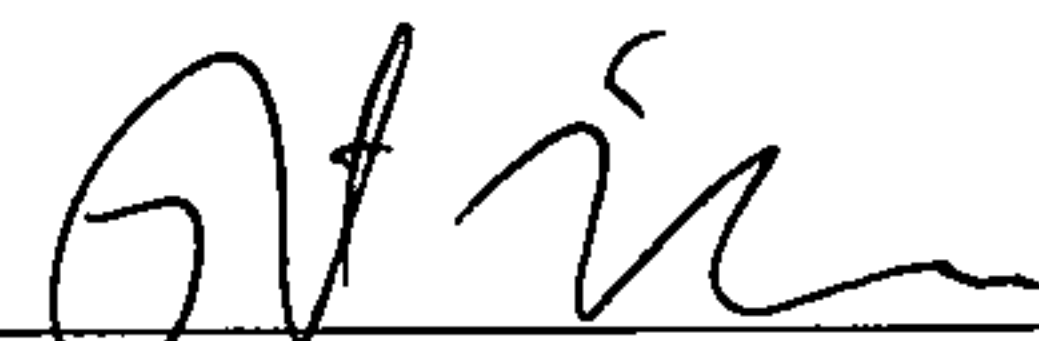
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): Interactive presentations with stakeholders in social media, app development, and content creation space.

Included discussion of policy issues ranging from data privacy, cybersecurity, and intellectual property. Full itinerary attached.

11/1/17
(Date)

Robert McMillin
(Printed name of traveler)


(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

11/1/17
(Date)

Lamar Alexander
(Signature of Supervising Senator/Officer)

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will **not** be considered or approved. This form **must** be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Date/Time Stamp:

ETHIC SEP13'17PM 5:39

Robert (Bobby) McMillin

Name of Traveler: _____

HELP Committee (Alexander)

Employing Office/Committee: _____

Private Sponsor(s) (list all): ACT (The App Association)

Travel date(s): September 20, 2017 - September 23, 2017 (extending to September 24, 2017 on my own expense)

*Note: If you plan to extend the trip for any reason you **must** notify the Committee.*

Destination(s): Santa Monica, CA

Explain how this trip is specifically connected to the traveler's official or representational duties:

I work on issues impacting small technology-based businesses and the mobile app economy, including intellectual property, lawful access to data, cloud computing and computer science education. All of the issues will be covered by speakers during the educational trip.

Name of accompanying family member (if any): N/A

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

9/13/17
(Date)

[Signature]
(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

Sen. Alexander

Robert McMillin

I, _____ hereby authorize _____
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

9/13/17
(Date)

[Signature]
(Signature of Supervising Senator/Officer)



ACT | The App Association
Innovations in Silicon Beach Staff Trip
Wednesday, September 20 – Saturday, September 23

Wednesday, September 20

Delta Flight 1726 Departing DCA 5:32 pm local time – Arriving LAX 8:15 pm local time

Thursday, September 21

8:30 a.m. – 10:30 a.m.: Dogtown Media

Breakfast from Huckleberry Café

CEO Marc Fischer

214 Main Street, Venice, CA, 90291

Dogtown Media is a disruptive mobile app development company creating cutting edge apps to solve everyday problems, simplify frustrating activities, and bring endless enjoyment into the palm of your hand. Founded by a team of hardened tech veterans familiar with the twists and turns of app development, Dogtown prides themselves on professionalism and perfectionism to design, program, and deploy top tier mobile apps. Dogtown Media leadership will give a presentation to congressional staff participants that describes the company, and then host an interactive discussion that will touch on the policy issues that intersect with its work, including intellectual property, cross-border data flows, workforce development, and broadband deployment.

11:00 a.m. – 12:00 p.m.: AirMap

CEO / Co-Founder Ben Marcus, and Co-Founder Dr. Greg McNeal

409 Santa Monica Blvd. #2A, Santa Monica, CA 90401

AirMap is making drones part of everyday life by building the airspace services platform to let innovation take flight. They are the world-leading provider of airspace information and services, helping unmanned aircrafts operate safely in low-altitude airspace. AirMap leadership will give a presentation describing the tools they provide and the company in general, and host an interactive discussion with congressional staff participants that will touch on data security, cross-border data flows, privacy, and cybersecurity issues.

12:30 p.m. – 2:30 p.m.: Cross Campus with Presentation from Starburst Accelerator

Lunch from In N Out

CFO / Co-Founder Dan Dato (Cross Campus), and COO / Co-Founder Van Espahbodi (Starburst)

29 Colorado Ave, Santa Monica, CA 90401

Cross Campus is Southern California's leading network of collaborative, on-demand workspace and business event venues. With a focus on design and user experience, best-in-class event programming, and a diverse community of innovative members, Cross Campus has become known as "the nerve center of Silicon Beach." Cross Campus leadership will make a presentation to congressional staff participants describing its role in Silicon Beach, how Silicon Beach startups become successful, and policy issues including computer science education, workforce development, cross-border data flows, and data privacy.

new generation to the possibilities of premium sound entertainment. Beats staff will introduce congressional staff participants to the company and its manufacturing activities and host a subsequent discussion that will touch on policy issues such as intellectual property and cross-border data flow issues.

12:30 p.m. – 2:30 p.m.: Atom Tickets

Lunch from Bay Cities Italian Deli & Bakery

Co-Founder and CEO Ameesh Paleja

2700 Colorado Ave, 4th Floor, Santa Monica, CA 90404

Founded in 2014, Atom is a revolutionary movie ticketing service that eliminates the hassle of going to the movies. Atom's innovative approach has simplified every aspect of the movie-going experience, from finding the right movie and buying tickets to pre-ordering concessions and even skipping lines at the theatre, all from your mobile device. Atom Tickets leadership's presentation to participants will include a description of how Atom Tickets was founded and how it competes in the ticket sales market. An interactive discussion will ensue where congressional staff participants will have the opportunity to discuss policy issues such as data privacy, intellectual property, ticket bot prevention, and broadband deployment.

3:00 p.m. – 4:00 p.m.: Disney Digital Network Studios

Vice President and Counsel Troy Dow and Director of Studio Operations Joe Adams

3515 Eastham Drive, Culver City, CA, 90232

Disney Digital Network (DDN) showcases a 25,000 square foot production facility that is entirely dedicated to digital content creation. DDN Studios features stages optimized for short form video production, along with a post-production workflow dedicated to publishing content for online distribution. Congressional staffers will tour through a state of the art new media operation designed to meet the demands of an ever changing content distribution landscape. Congressional staff will discuss policy issues such as workforce development for new media as well as intellectual property distribution across multiple online platforms.

4:30 p.m. – 6:30 p.m.: NationBuilder

Founder and CEO Jim Gilliam

520 South Grand Avenue, Second Floor, Los Angeles, CA 90071

NationBuilder is software for leaders. It builds the infrastructure for customers, allowing them to develop and organize thriving communities and engagement opportunities for various types of campaigns. NationBuilder leadership will present to congressional staff participants, describing the company, how it works, and its path to where it is now. Congressional staff participants will then have an interactive discussion with NationBuilder leadership, including the opportunity to discuss policy issues such as workforce development, cross-border data flows, intellectual property, and broadband deployment.

7:30 p.m. – 9:30 p.m.: Dinner at Border Grill

Union Bank Plaza, 445 S Figueroa Street #100, Los Angeles, CA 90071

Saturday, September 23

FLIGHT

Virgin Flight Departing LAX 8:15 am local time – Arriving DCA 5:54 pm local time

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors): ACT I The App Association
2. Description of the trip: Educational trip for Senate staff to meet rising tech companies in the Silicon Beach area of Santa Monica, including aerospace startups, manufacturers, and mobile software firms.
3. Dates of travel: September 20 - 23, 2017
4. Place of travel: Santa Monica, CA
5. Name and title of Senate invitees: See attached.
6. I *certify* that the trip fits one of the following categories:
☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
— OR —
☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
— AND —
☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
— AND —
☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

- OR -

-OR-

10. USE ONLY IF YOU CHECKED QUESTION 9(B)

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

ACT I The App Association staff was solely responsible for organizing and conducting the trip.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

ACT | The App Association has held numerous educational events for policy makers, app companies, and software developers, including: panels, briefings, white papers, annual fly-ins, developer education series, and congressional testimony.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	\$650 total - \$525 for airfare - \$125 for ground transportation	\$711 (\$237 per night for three nights)	\$143 (\$64 per day for two days of planned meals plus \$15 vouchers for breakfast on Saturday)	\$0

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

The trip involves an event that is arranged specifically with regard to congressional participation.

18. Reason for selecting the location of the event or trip

Santa Monica was chosen due to the large number of app and technology companies located in a small geographic area, making it possible for congressional staff to visit a variety of businesses.

19. Name and location of hotel or other lodging facility:

Doubletree Santa Monica, 1707 4th St, Santa Monica, CA 90401

20. Reason(s) for selecting hotel or other lodging facility:

The hotel was chosen due to its ability to meet the per diem rate and its reasonably close location to the companies to be visited on this trip.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Daily expenses for lodging and meals will be at or below the maximum per diem rates for official Federal Government travel.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

All travel (round-trip airfare and bus) will be coach class.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

No entertainment will be provided.

25. I hereby *certify* that the information contained herein is true, complete and correct. (You must include the completed signature block below for each travel sponsor.):

Signature of Travel Sponsor: Morgan Reed

Name and Title: Morgan Reed, Executive Director

Name of Organization: ACT | The App Association

Address: 1401 K St NW (Ste 501), Washington, DC 20005

Telephone Number: 202-331-2130

Fax Number: 202-331-2139

E-mail Address: mreed@actonline.org

(Do not file the Instructions with OPR)

- The Senate Select Committee on Ethics (“Ethics Committee”) has developed guidelines for evaluating privately-sponsored trips and for judging whether trip expenses are reasonable. Trip sponsors should consult the *Senate Select Committee on Ethics’ Regulations and Guidelines for Privately-Sponsored Travel*, including the *Glossary of Terms*, prior to filling out the *Private Sponsor Travel Certification Form* and contact the Ethics Committee at (202) 224-2981 with any additional questions. The Ethics Committee will make the final determination as to whether the expenses incurred during a privately-sponsored trip are reasonable.
- If there are multiple sponsors, they should jointly complete one *Private Sponsor Travel Certification Form* for the trip. Each travel sponsor should complete the signature block.
- When evaluating a trip proposal and judging the reasonableness of expenses, the Ethics Committee will consider the following factors:
 - a. the stated mission of the organization sponsoring the trip;
 - b. the organization’s prior history of sponsoring congressional trips, if any;
 - c. other educational activities performed by the organization besides sponsoring congressional trips;
 - d. whether any trips previously sponsored by the organization led to an investigation by the Select Committee on Ethics;
 - e. whether the length of the trip and the itinerary is consistent with the official purpose of the trip;
 - f. whether there is an adequate connection between a trip and official duties;
 - g. the reasonableness of the total amount spent by a sponsor of the trip;
 - h. whether there is a direct and immediate relationship between a source of funding and an event;
 - i. the maximum *per diem* rates for official Federal Government travel published annually by the General Services Administration, the Department of State, and the Department of Defense;
 - j. whether travel to a location or event is arranged or organized without regard to congressional participation, or whether it is specifically organized for Congressional staff; and
 - k. any other factor deemed relevant by the Select Committee on Ethics.

- Responses to each question should be brief, consistent with the requirement to provide all relevant information. Attach additional pages, as necessary.
- To allow sufficient time for the Ethics Committee to review requests for privately sponsored travel, the participating Senate Members, officers, and employees must submit the completed form to the Ethics Committee at least thirty (30) days before the date of the proposed trip.

Filling out the Private Sponsor Travel Certification Form (Question by Question Instructions)

1. *Sponsor(s) of the trip (please list all sponsors):* A sponsor of a trip is any person, organization, or other entity contributing funds or in-kind support for the trip. A sponsor must have a significant role in organizing and conducting a trip and must have a specific organizational interest in the purpose of the trip. If Members, officers, and employees are participating in an event or fact-finding trip in connection with their duties, they may accept necessary travel expenses only from the event or trip sponsor.
2. *Description of the trip:* Provide a brief statement about the purpose of the trip.
3. *Dates of travel:* Provide the dates of departure and return.
4. *Place of travel:* Provide the destination(s) for the trip.
5. *Name and titles of Senate invitees:* Provide the name and title for each Senate Member, officer, or employee who is invited on the trip.
6. *I certify that the trip fits one of the following categories:* A Senate Member, officer, or employee may accept privately sponsored travel only from sponsor(s) of a trip that fits one of the categories listed. Consult the instructions for question 9 to determine if the trip meets the lobbyist accompaniment standard.
7. *Financing of the trip, earmarked funds and in-kind contributions:* Senate Members, officers, and staff may not accept privately-sponsored travel funded by a registered lobbyist or foreign agent. Members, officers, and staff may not participate in privately-sponsored travel when the sponsors accept funds or in-kind contributions earmarked for this particular trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal. Earmarking includes any direction, agreement, or suggestion -- formal or informal -- to use donated funds, goods, services, or other in-kind contributions for a particular trip or purpose.
8. *Lobbyist/agent of a foreign principal involvement:* Senate invitees may not participate in trips planned, organized, arranged, or requested by a lobbyist or foreign agent in more than a *de minimis* way, which means negligible or inconsequential. It would be considered inconsequential for one or more lobbyists or foreign agents to serve on the board of an organization that is sponsoring travel, as long as the lobbyists or foreign agents are not involved in the trip. It is also permissible for a lobbyist to respond to a trip sponsor's request to identify Senate invitees with interest in a particular issue relevant to a planned trip. However, a lobbyist is not allowed to solicit or initiate communication with a trip sponsor, have control over which Senate employees are invited on a trip, extend or forward an invitation to a participant, determine the trip itinerary, or be mentioned in the invitation.

Example: A trip sponsor that is a § 501(c)(3) non-profit organization asks a lobbyist to recommend staffers who might be most interested in joining a trip to the U.S.-Mexican border. If a lobbyist knows a staffer who has a particular interest in the DEA's activities at the border, then providing that information (in light of the trip sponsor's request), in and of itself, would not exceed a *de minimis* level of participation, and would be permitted. However, it would not be permissible for the lobbyist to initiate contact with the trip sponsor to suggest that a particular Senate staffer be invited or forward an invitation to that staffer. Consult the instructions for question 9 to determine if the trip meets the lobbyist accompaniment standards.

9. *Lobbyist/agent of a foreign principal accompaniment standards:* Senate Members, officers, and staff may not accept privately-sponsored travel from an entity that retains or employs one or more federally-registered lobbyists or foreign agents unless one of the listed scenarios applies. *At any segment of the trip* means lobbyists may not accompany the Senate invitee for parts of the travel to and from the event (not at the event itself or the location being visited). *At any point throughout the trip* means lobbyists may not accompany Senate invitees at any point to and from the event, at the event itself, or at the location being visited, other than in a *de minimis* way. This is a broader prohibition than the *at any segment of a trip* standard.

"De minimis" exception: Both lobbyist/agent of a foreign principal "accompaniment" prohibitions include a *de minimis* exemption. *De minimis* means negligible or inconsequential. The mere coincidental presence of a lobbyist or foreign agent at an event would likely be considered *de minimis*. But in making the final determination, the Ethics Committee will consider the totality of the circumstances, including the amount of time lobbyists or foreign agents are present at the event; the amount of direct contact they have with Senate invitees; and the amount of control a trip sponsor has over their presence or contact with Senate guests. For example, if the trip includes attendance at an event considered widely-attended under Rule 35(1)(c)(18), the trip sponsor is unlikely to know all attendees present. Thus, it is likely to be permissible for such widely-attended events to include both a Senate guest and a lobbyist. Similarly, an organization cannot possibly know all the other passengers taking the same flight or other common carrier to a given destination. Accordingly, the sponsor does not need to certify that it knows for certain that no lobbyist or foreign agent will be on such a common carrier.

10. *If travel includes two overnight stays:* The Ethics Committee may approve two overnight stays for trips sponsored by an entity that employs or retains one or more lobbyists or foreign agents under certain conditions. Consult Committee regulations for additional information.
11. *An itinerary for the trip is attached to this form:* The Ethics Committee will not review the trip request without a detailed (hour-by-hour), complete and final itinerary for the trip. As a general matter, the Ethics Committee advises that each travel day contain a minimum of 6 hours of officially-related activities for Senate invitees.
12. *Briefly describe the role of each sponsor in organizing and conducting the trip:* A sponsor must have a significant role in organizing and conducting a trip and must have a specific organizational interest in the purpose of the trip.
13. *Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:* Provide a brief description of the stated mission of each sponsor and how it relates to the trip.
14. *Briefly describe each sponsor's prior history of sponsoring congressional trips:* Provide a brief discussion of the sponsor's history of sponsoring congressional travel. It is not necessary to list every trip.
15. *Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):* Provide a brief description of the educational activities performed by each sponsor. It is not necessary to list every individual activity; the description may be by kind or category of educational activity involved.
16. *Total expenses for each participant:* Indicate whether the figures provided are actual amounts or good faith estimates by checking the appropriate box. All trip expenses should be included. Expenses other than those for transportation, lodging, and meals must be individually listed and specified. Attach additional pages as necessary.

17. *Congressional participation:* For events that are arranged without regard to congressional participation (for example, annual meetings, conferences, seminars, and symposiums of trade associations, professional societies, business associations, and other membership organizations), the Ethics Committee may, but is not required to, allow Senate Members, officers, and employees to accept lodging and meal expenses that are commensurate with what is customarily provided to non-congressional attendees in similar circumstances. For events specifically arranged around congressional participation, lodging, meal expenses and other expenses must be “reasonable” in accordance with Ethics Committee regulations.
18. *Reason for selecting the location of the event or trip:* The location of the trip *must be related to its purpose*. A brief but detailed description of the reason for the selection of the location must be provided.
19. *Name and location of hotel or other lodging facility:* Include the exact name and address of the hotel or other lodging facility.
20. *Reasons for selecting hotel or other lodging facility:* Provide an explanation of the sponsor’s rationale for selecting the particular lodging, include information such as proximity to the airport or site to be visited.
21. *Describe how the daily expenses for lodging, meals, and other expenses provided to trip participant compare to the maximum per diem rates for official Federal Government travel:* Where feasible and available, trip expenses for lodging and meals should generally be comparable to the government *per diem* rates. The circumstances surrounding a particular trip may legitimately require lodging and meal expenses to exceed these rates. Consult the Ethics Committee regulations for additional information.
22. *Describe the type and class of transportation being provided:* While coach or business-class fare may be accepted, first-class fare for any mode of transportation may be permitted only under limited conditions and only with specific prior written approval by the Ethics Committee. Transportation on a private or charter aircraft is not permitted for privately-sponsored travel under any circumstances.
23. *Expenses for recreational activity, alcohol, or entertainment:* The only recreational or entertainment activities that will be approved by the Ethics Committee are those that are provided to all attendees and are an integral part of an event. Alcoholic beverages are not considered to be a reasonable expense.
24. *List any entertainment that will be provided to, paid for or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:* Entertainment expenses that are not provided to all attendees and deemed an integral part of the event will not be approved by the Ethics Committee.
25. *Certification:* Each sponsor of a trip should sign the form and certify that the information is complete and correct. Attach additional pages with the certification and signature block, as necessary, for each trip sponsor.



Last Name	First Name	Title	E-mail	Office
McMillin	Bobby	General Counsel	bobby_mcmillin@help.senate.gov	Senate HELP Committee
Chan	Jennifer	Legislative Assistant	jennifer.chan@mail.house.gov	Rep. Pramila Jayapal (House Judiciary)
Hellman	Mason	Legislative Correspondent	mason.hellman@mail.house.gov	Rep. Ted Deutch (House Judiciary)
Kalyanam	Aruna	Tax Counsel	aruna.kalyanam@mail.house.gov	House Ways and Means Committee
Chernin	Michael	Legislative Assistant	michael.chernin@mail.house.gov	Rep. Ted Lieu (Judiciary)
Grimm	Tyler	Legislative Director	tyler.grimm@mail.house.gov	Rep. Darrell Issa (Judiciary)
O'Leary	Molly	Legislative Assistant	molly_oleary@franken.senate.gov	Sen. Al Franken (Judiciary)
Love	Sam	Legislative Assistant	sam_love@gardner.senate.gov	Sen. Corey Gardner
Dattilo	Ryan	Counsel	ryan.dattilo@mail.house.gov	House Judiciary Committee
Randle	Chris	Legislative Director & Counsel	chris.randle@mail.house.gov	Rep. Hakeem Jeffries (House Judiciary)
Dimenstein	Katherina	Legislative Director	katherina.dimenstein@mail.house.gov	Rep. David Schweikert (House Ways & Means)
Miller-McFeeley	Blaine	Legislative Assistant	blaine.miller-mcfeeley@mail.house.gov	Rep. Jared Polis (House Judiciary)
Brady	Gable	Legislative Assistant	gable.brady@mail.house.gov	Rep. Joe Barton (House Energy & Commerce)
Moore	Katie	Director of Operations	katie.moore@mail.house.gov	Rep. Roger Marshall (House Science & House Small Business Committees)
Zinda	Landon	Counsel	landon.zinda@mail.house.gov	Rep. Tom Emmer
Moss	Sasha	Technology Policy Manager	smoss@rstreet.org	R Street Group
Chalmers	Susan	Internet Policy Specialist	schalmers@ntia.doc.gov	NTIA
Colarulli	Dana	Director, Office of Gov't Affairs	dana.colarulli@uspto.gov	USPTO
Fox	Erica	Government Affairs	erica_fox@apple.com	Apple